



FY18

# PSAP GRANT PROGRAM PSAP EDUCATION PROGRAM APPLICATION





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## HOW TO APPLY/DEADLINE

The PSAP Education Program grant application is available and accessible from VITA's ISP website (<http://www.vita.virginia.gov/isp/default.aspx?id=8578>). Upon completion of the application, it is to be submitted to the electronic mailbox for grant applications - [psapgrants@vita.virginia.gov](mailto:psapgrants@vita.virginia.gov). Any supporting documentation must also be submitted along with the application when making your grant application submission.

After the close of the grant application cycle, a Grant ID and email receipt notification will be sent to the e-mail address listed on the application received.

All funding requests **must** be submitted using the PSAP Education Program grant application. Application made on the FY18 PSAP Grant Application form (Shared Services and Individual PSAP Program projects) will not be accepted. Technical assistance is available from VITA's Public Safety Communications (PSC) staff throughout the grant process. The FY18 PSAP Grant Application Cycle starts July 1, 2016 and concludes on September 30, 2016 at 5:00 pm.

**ALL SECTIONS MUST BE COMPLETED IN ITS ENTIRETY OR THE APPLICATION WILL BE CONSIDERED INCOMPLETE AND NOT ACCEPTED FOR CONSIDERATION.**



# FY18 PSAP GRANT APPLICATION PSAP EDUCATION PROGRAM GRANT REQUESTS ONLY

## GRANT APPLICANT PROFILE/PROJECT CONTACT

INDIVIDUAL PEP GRANT

MULTI-JURISDICTIONAL PEP GRANT

PSAP/HOST PSAP NAME: Louisa County Sheriff's Office Emergency Communications Division

CONTACT TITLE: Emergency Communications Director

CONTACT FIRST NAME: Tonya

CONTACT LAST NAME: Hovey

ADDRESS 1: 1 Woolfolk Ave

ADDRESS 2: PO Box 504

CITY: Louisa

ZIP CODE: 23093

CONTACT EMAIL: thovey@louisa.org

CONTACT PHONE NUMBER: 540-967-3494

CONTACT MOBILE NUMBER: 540-894-1428

CONTACT FAX NUMBER: 540-967-1604

REGIONAL COORDINATOR: Sam Keys

## FINANCIAL DATA

AMOUNT REQUESTED: \$ 1980

(NOTE: The amount requested should be a reasonable estimate of total training expenses including hotel registration, conference registration, online training registration, and/or per diem (if applicable) for all anticipated participating personnel.)

## HOST PSAP AND PARTICIPATING PSAPS (if a regional PEP application)

_____	_____
_____	_____
_____	_____
_____	_____



## STATE PROFESSIONAL ORGANIZATION CONFERENCES

If the primary purpose of this PEP application is to send PSAP personnel to one or more of the annual state professional organization conferences (such as those sponsored by Virginia APCO, Virginia NENA, or Virginia GIS), please complete the following:

Virginia GIS Conference

ESTIMATED NUMBER OF PERSONNEL ATTENDING: [Click here to enter text](#)

NUMBER OF DAYS ATTENDING: [Click here to enter text](#)

Virginia APCO Fall Conference/Winter Conference

ESTIMATED NUMBER OF PERSONNEL ATTENDING: [Click here to enter text](#)

NUMBER OF DAYS ATTENDING: [Click here to enter text](#)

Virginia NENA Spring Conference

ESTIMATED NUMBER OF PERSONNEL ATTENDING: [Click here to enter text](#)

NUMBER OF DAYS ATTENDING: [Click here to enter text](#)

**By checking this box, the applicant acknowledges that the education/training is specific to 911/public safety communications and/or GIS and it will benefit E-911 and the employees and/or PSAP by using the funds to take advantage of the educational and training opportunities offered by the state professional organization chapters. The primary benefit would be continuing to educate staff with the current best practices, keep personnel current on the changing technologies, enhancements and requirements within the profession.**



## OTHER EDUCATIONAL/TRAINING OPPORTUNITIES

If this application includes educational/training opportunities other than the annual state professional organization conferences, or is a regional PEP application, please complete the following. (NOTE: Additional pages may be submitted for multiple training opportunities other than the annual state professional organization conferences.)

**EDUCATION/TRAINING TITLE/EVENT:** APCO Illuminations

**DATES:** 7/1/16-06/30/16

**LOCATION:** Online

**ESTIMATED NUMBER OF PERSONNEL ATTENDING:** 20

**TOTAL ESTIMATED BUDGET OF TRAINING/EVENT:** 1980.00

**PER DIEM REQUESTED (allowable meals only):**

### COMPREHENSIVE PROJECT DESCRIPTION

**Describe how the education/training is 9-1-1/public safety communications specific and how this will benefit E-911 and the employee(s) and/or PSAP.**

Our PSAP would greatly benefit from the funding of the APCO Illuminations training lessons because it would give our employees the opportunity to expand their knowledge base and enhance their existing skills. The monthly APCO Illuminations training lessons are specifically designed for continuous education within the communications field. Our profession is ever-changing and the only way a communications officer can stay abreast of these changes is through training and education. The focus of the topics covered during the training lessons are EMD specific and each topic meets or exceeds the continuing education requirement for EMD certification/re-certification. An additional benefit of taking the online APCO Illuminations training lessons for our PSAP is that the employee can do the training while sitting at the console thus eliminating a staffing deficiency for our PSAP.



## EVALUATION

**Describe the evaluation process that will be used to determine if participation in this education/training benefited the PSAP and/or supported E-911 and GIS.**

At the conclusion of each lesson, a mandatory quiz must be taken by each employee scoring no less than 100% to show proficiency before the employee is issued a certificate showing completion of the monthly course. These certificates are maintained as part of the employee's training file.

Class experience/Acquired knowledge will be evaluated objectively over time through the use of our QAI program and by demonstrated proficiency in the workplace. Also, we will rely heavily on the personal feedback of the employees who take the training.



A large, empty rectangular box with a thin black border, occupying the majority of the page. This area is typically used for providing detailed information, such as a project description, budget details, or supporting documents, in a grant application.



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